



## EDUCATION

Name and Location of School	Major Field	Did You Graduate? (Yes/No)	List Diploma, Degree, or Course of Study
High School:			
College/Technical School:			
College/Technical School:			

## EMPLOYMENT

Please list in chronological order your employment history starting with your most recent job. You may include military assignments, volunteer activities, internships, etc. You may attach additional sheets if necessary.

Employer:	Telephone #:	
Address:	Dates Employed:	Position:
	From                  To	
Immediate Supervisor and number where they can be reached:	May we contact this person: _____ Yes _____ No	
Reason for leaving:	Were you involuntarily discharged: _____ Yes _____ No	
List duties and responsibilities.		

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Address:	Dates Employed:	Position:
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Reason for leaving:	Were you involuntarily discharged: _____ Yes _____ No	
List duties and responsibilities.		

**IN CASE OF ACCIDENT OR EMERGENCY – CONTACT INFORMATION**

Name \_\_\_\_\_ Telephone No: \_\_\_\_\_

**APPLICANT’S STATEMENT - PLEASE READ CAREFULLY**

I certify that all the information I have provided in order to apply for and secure work with the City of De Pere (City) is true, complete and correct. I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect will be sufficient cause to cancel further consideration of this application and may result in my discharge from the employer’s service, whenever it is discovered.

I understand that consideration for employment with the City is contingent upon the results of reference and background checks. I authorize City personnel to investigate all information provided by me on my application for employment. I understand that this information will be used to evaluate my qualifications and suitability for City employment and to verify the correctness and completeness of the information provided by me.

I further understand that the reference and background checks necessitate contacting present and past employers and any listed references or other individuals, who can verify information. I authorize any party to release any information they may have about me to the City, including all of my personnel records. I understand that the people contacted will be advised that what they say will be held in confidence.

To the extent permitted by law, I hereby release from any and all liability the City, its offices, officials and all City employees and agents for acts performed in connection with evaluating my applications, background, credentials and qualifications.

I understand that the City does not unlawfully discriminate in employment and no question on this application is used for the purpose of limited or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I certify that I have read, fully understand and accept all term of the foregoing Applicant Statement.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Where did you hear of this position? Please specify:**

- CareerBuilder.com
- City of De Pere Employee
- City of De Pere Website
- League of WI Municipalities
- Fox 11 Online - Job Finder
- Friend or Relative
- Governmentjobs.com
- Indeed.com
- Job Center/Department of Workforce Development
- School Website
- Other

If you selected "City of De Pere Employee" or "Other", please specify from whom, or where you heard about this opportunity.

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Updated: February 2020